

**CITY OF SOUTH FULTON, GEORGIA**  
**South Fulton Service Center Auditorium, 5600 Stonewall Tell Road**  
**Tuesday, February 13, 2018, 5:00PM**



**The Honorable William “Bill” Edwards, Mayor (absent)**  
**The Honorable Mark Baker, District 7, Mayor Pro Tem (present)**  
**The Honorable Catherine F. Rowell, District 1, Councilmember (present)**  
**The Honorable Carmalitha Gumbs, District 2 Councilmember (present)**  
**The Honorable Helen Z. Willis, District 3 Councilmember (present)**  
**The Honorable Naeema Gilyard, District 4 Councilmember (present)**  
**The Honorable Rosie Jackson, District 5 Councilmember (present)**  
**The Honorable khalid kamau, District 6 Councilmember (present)**

**WORK SESSION MINUTES**

- Call to Order

**The meeting was called to order by Mayor Pro Tem Baker at 5:01pm. The roll was called by the City Clerk. Mayor Pro Tem Baker, Councilmember Rowell, Councilmember Gumbs, Councilmember Willis, Councilmember Jackson and Councilmember khalid were present, therefore there was a quorum. Mayor Edwards was expected to arrive later.**

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**A motion was made by Councilmember Rowell and seconded by Councilmember Jackson to add/move to the Work Session a Human Resource presentation as listed on the Regular Meeting Agenda. The motion passed unanimously, 7-0-0.**

- **Branding Presentation – Bunnie Jackson-Ransom, Nage Gibson-Thompson & Carmen Hamilton**

**Ms. Jackson-Ransom addressed the Council by saying they were there to strictly talk about branding of the City of South Fulton. Ms. Jackson-Ransom discussed what branding was and how to achieve a brand (image).**

**Ms. Jackson-Ransom and Mr. Gibson-Thompson discussed their teams' objectives and scope of work for the City of South Fulton, including but not limited to: enhancing the existing seal by identifying the PMS colors, designing a new tagline, creating letterhead, envelopes, business cards, social media profile page, and creating editorial guidelines.**

**After the discussion and questions, it was expressed that Council will need additional time, until all the departments are completely transitioned over to the City of South Fulton, to move forward with branding.**

- **Discussion Items**
  - i. **Ordinances and Resolutions Status Charts – David Dove, City Attorney Representative**

**Attorney David Dove gave his overview of pending and adopted Ordinances and their status.**

**Councilmember Gumbs indicated there are several additions and corrections to be made, and she requested Attorney Dove to make the document lettering larger.**

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**Attorney Dove noted the remarks and indicated corrections and changes would be made.**

**Councilmember Willis asked the City Clerk if there was updated information on supplying the Council with a system that is more user friendly for viewing Ordinances and Resolutions.**

**The City Clerk indicated the Clerk's Office is working with Granicus/Novus Agenda to develop an overall system for agenda and meeting management which includes voting, agendas and minutes; however; some type of WIFI system needs to be in place. The IT department is currently working out the details. The Clerk's Office is also working with MuniCode, so all the Ordinances will be available online for viewing.**

**ii. Human Resources Report – Zina Cooper**

**Ms. Cooper's slide presentation began with introductions of the other HR staff members, Anquilla Henderson, HR Deputy Director and Tiffany Stallworth, Generalist. She then proceeded to give the Council information concerning an Employee Guidebook, criminal background checks, employees keeping time on paper (attendance system forthcoming), PayChex, performance management/90-day reviews, department transition status (Fire, Police, Parks & Recreation and Transportation), employee discounts & partnerships. Ms. Cooper ended by asking Council to approve the 2018 Employee Guidebook by resolution at the next regular council meeting.**

**iii. An Ordinance to create Title XX to establish the City of South Fulton Fire & Rescue Department and adopt the Fire Prevention Code and Safety Standards. - David Dove, City Attorney Representative**

**Attorney Dove indicated, at the direction of City Council, the drafting of this Ordinance was in-line with the State's requirements for the creation of the City of South Fulton's Fire & Rescue Department.**

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- iv. An Ordinance to establish standards and restrictions for excessive or unnecessary noise in the City of South Fulton; and for other purposes. **(Rowell and Gumbs)**

**Councilmembers Gumbs and Rowell discussed the Ordinance as it relates to all the unnecessary noise due to construction, concerts, and other disturbances in the City of South Fulton at all hours of the night and how the noise could be curtailed.**

- v. An Amendment to Ordinance No. 2018-005, to establish offenses related to loitering; and for other purposes. **(Jackson)**

**Councilmember Jackson gave information on the amendment to Ord2018-005 related to loitering at entrances to gas stations, grocery stores, etc. Councilmember Gumbs expressed concern that some language for those under 18 years of age be included in the Ordinance to prevent profiling. Councilmember Jackson indicated she would like the Ordinance to remain as is for now, and changes could be made at a later date.**

- Executive Session (CLOSED), if necessary

**A motion was made by Councilmember Willis and seconded by Councilmember Gilyard to recess for a closed Executive Session regarding real estate, personnel and litigation. Hearing no objections, the motion passed unanimously, 7-0-0.**

**The City Clerk announced to the audience that the Work Session ended late, and the Council would reconvene at 7:30pm.**

**The Executive Session began at 6:46pm and adjourned at 8:03pm.**

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**A motion was made by Councilmember khalid and seconded by Councilmember Rowell to close the Executive Session. Hearing no objections, the motion passed unanimously, 7-0-0.**

**The City Clerk announced that action was taken by the Mayor and Council during the Executive Session. The City Council approved signing a “Letter of Intent” from Fulton County to enter into an Intergovernmental Agreement for the provision of fire services in the Fulton Industrial Boulevard (FIB) area. The motion passed unanimously, 7-0-0.**

**Attorney Dove announced that during the Executive Session a finalist was identified for the position of City Manager.**

- **Adjournment**

**A motion was made by Councilmember Willis and seconded by Councilmember Rowell to adjourn the Work Session. Hearing no objections, the motion passed unanimously, 7-0-0.**

**The meeting adjourned at 8:04pm.**

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**Mark Massey, City Clerk**